



PLANNING AND DEVELOPMENT SERVICES DEPARTMENT

Velocity Hall Online Fees and Limitations Online Permit Types and Associated Fees (Updated 3/9/2011)

Outlined below are the types of Electrical, Mechanical and Plumbing permits available online through Velocity Hall's Permit Manager. **** "LIKE FOR LIKE" only.**

Velocity Hall is an Internet-based service that the City of Tucson Planning and Development Services Department (PDSD) uses that is licensed from Accela, Inc.

Accela charges PDSD customers a usage fee (\$5.00 + 10% of PDSD Fees) for using Velocity Hall. The usage fee is only charged when applying for a permit online and paying for it via credit card.

Online Permit Fee Totals* below include \$16.50 Archive fee, Permit fee + item fee. The full fee schedule can be viewed on our website at this link: [FEE SCHEDULE](#). Velocity Hall's usage and the Permit Issuance Fee also applies, with the exception of Electrical Service and Gas Reconnect permits. The PDSD cost for each item of work is listed below. * This does not include the Accela fees.

ELECTRIC PERMITS

Permit	* Permit Fee	Required Inspections
Service Upgrade to 200 Amp	\$122.65	Intermediate & Final Underground (where applicable)
Service Reconnect	\$ 99.00	Electrical Final

MECHANICAL PERMITS

Permit	* Permit Fee	Required Inspections
Furnace/A/C replacement	\$121.55	Intermediate & Final
Heat Pumps or Package units require both Furnace and A/C Work Items on the permit. **IMPORTANT: Work under these Permits is limited to like-for-like repair or replacement (same size and in the same location as the unit being replaced) and roof or ground mount must be in the description. New installs require plan review and cannot be issued online.		

PLUMBING PERMITS

Permit	* Permit Fee	Required Inspections
Waterline Repair	\$ 98.45	Intermediate & Final
Water Heater Replacement	\$100.65	Final Only
Gasline Repair	\$ 94.05	Gas Test & Final
Gas Reconnect	\$ 99.00	Gas Test & Final

***** LIMITATIONS AND CONDITIONS *****

We are not able to honor a preference of an AM or PM time frame. When scheduling your inspection, you may request a call back by leaving your number and you will need to give a minimum of 30 minutes in which to meet your inspector.

Please read the following online permitting Limitations carefully. The types of permits available online are listed below, with limitations outlined under each. PLEASE NOTE: All permits require inspections; it is recommended that the Inspection List be reviewed after taking out your online permit. It is required that a printout of the Inspection List (Job Card) be posted at the job site.

Electric: Permit Type: Service Upgrade to 200amp Limitations: Commercial Permits: Limited to replacement of existing panel box only. Additional circuits or load requires plan review. If you have questions regarding these limits, please call the Electrical Plans Examiner at (520) 791-5550 prior to taking out this permit. (Note: All commercial permits require a licensed contractor.) Residential permits: Increasing your service to accommodate an additional load (e.g., new A/C, swimming pool, or room addition) requires that you contact a Residential Reviewer at (520) 791-5550 prior to taking out this permit. Permit Type Commercial Permits: Circuits/Receptacle/Switch/Outlets Limitations: This permit type is limited to a maximum of four (4) 120 volt, 15 or 20 amp circuits. Work beyond this limitation requires plan review; please contact either a Residential Reviewer or Electrical Plans Examiners at (520) 791-5550.

Plumbing: Permit Type: Water Line Repair/Water Softener Limitations: Repair must be the same size and in the same location as the unit being replaced. All new installations require plan review. Permit Type: Water Heater Replacement Limitations: Replacement unit must be the same size and in the same location as the unit being replaced. All new installations require plan review. Permit Type: Gas Reconnect/Gas Line Repair Limitations: Gas Reconnect is for outside of building only. Gas line repair is for same location, and is properly sized for the BTU demand. All new installations require plan review.

Mechanical: Permit Type: Furnace Repair or Replacement Limitations: Replacement unit(s) must be the same size and in the same location as the unit(s) being replaced (replacement furnace BTU must be the same as furnace being replaced). All new installations require plan review. Permit Type: Evaporative Cooler/Master Cooler Repair or Replacement Limitations: Replacement unit(s) must be the same size and in the same location as the unit(s) being replaced. All new installations require plan review. Permit Type: A/C Repair or Replacement Limitations: Replacement unit(s) must be the same size and in the same location as the unit(s) being replaced (replacement A/C HP must be the same HP as A/C being replaced). All new installations require plan review.

Refund Policy: Refund amount is limited to 80% of fees charged (excluding the Plan Review Fee and the online Accela fee) as long as: 1) The permit has not expired 2) No inspections have been requested 3) The party who applied for the permit is the one requesting the refund. The City of Tucson Planning and Development Services Department (PDSD) will make every attempt to get the usage fee (\$5.00 + 10% of permit fees is charged by the Permit Manager software vendor) credited or voided for you, but PSDS cannot be held responsible for the refund of usage fee charges. To initiate a refund request, please go to the 'Forms & Applications' page and click on the 'Refund Request Form' link. Print out the Refund Request form and complete it, sending it along with the original permit and receipt to: City of Tucson Planning and Development Services Department Attn: Refunds P.O. Box 27210 Tucson AZ 85726-7210

Checking/Requesting Inspections: Online Inspection Request/Cancellation Limitations & Guidelines Due to Inspector availability, the City of Tucson Planning and Development Services Department cannot honor specific requests for an AM or PM inspection time. NOTE: A printout of the Inspection List (Job Card) may be required to be posted at the job site. Requests to schedule and/or cancel inspections must be made before 3:15pm M.S.T. in order to be effective for the following business day. While we make every effort to perform all inspections on the next business day, inspection volume and staff availability may not allow us to meet that goal on occasion.